



# **Departmental Quarterly Performance Report**

**Department Name:  
TASK FORCE ON URBAN  
ECONOMIC REVITALIZATION  
Reporting Period:  
2004-2005  
3rd Quarter**

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**MAJOR PERFORMANCE INITIATIVES**

**Describe Key Initiatives and Status**

Check all that apply

<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p><b><u>PROGRAM INITIATIVES:</u></b>          During the third quarter:          A) UERTF staff reviewed program data from County departments in early June and have begun the analysis of nine major economic development programs.           B) UERTF staff, under the direction of the Board, drafted a response to the FY 2006 CDBG policy recommendation presented by OCED. The UERTF recommendations were adopted by a motion from Commission Barbara Jordan.           C) In addition to continuing focus on public policy and program review of policies which affect the development of sustainable economies within the Targeted Urban Areas, the Urban Task Force hosted a CDC/CBO Leadership Roundtable to address the following issues concerning their service areas:           1. How has public funding affected your areas of service emphasis?          2. How does your organization determine its annual service priorities?          3. What does government currently do best to assist your organization's mission?          4. What community equity issues are you facing now? And what issues will have the most severe impact in the near future?           This meeting included participation from six community-based organizations; West Perrine CDC, 79th Street Corridor Initiative; Miami-Dade NHS, MLK Development Corporation, Tacolcy Development Corporation and St. Agnes Development Corporation.           D) Executive Director presented at the national conference on "Regional Equity," Philadelphia, PA, May 23-25, 2005.</p>	<p><input checked="" type="checkbox"/> <i>Strategic Plan</i>  <input checked="" type="checkbox"/> <i>Business Plan</i>  <input checked="" type="checkbox"/> <i>Budgeted Priorities</i>  <input type="checkbox"/> <i>Customer Service</i>  <input type="checkbox"/> <i>ECC Project</i>  <input type="checkbox"/> <i>Workforce Dev.</i>  <input type="checkbox"/> <i>Audit Response</i>  <input type="checkbox"/> <i>Other</i> _____  <i>(Describe)</i></p>
<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p><b><u>BOARD MANAGEMENT.</u></b>          During the 2nd Quarter: 3 Board meetings were held           Currently there are: 14 filled positions; 9 vacancies           All meetings are publicly noticed.</p>	<p><input checked="" type="checkbox"/> <i>Strategic Plan</i>  <input checked="" type="checkbox"/> <i>Business Plan</i>  <input type="checkbox"/> <i>Budgeted Priorities</i>  <input type="checkbox"/> <i>Customer Service</i>  <input type="checkbox"/> <i>ECC Project</i>  <input type="checkbox"/> <i>Workforce Dev.</i>  <input type="checkbox"/> <i>Audit Response</i>  <input type="checkbox"/> <i>Other</i> _____  <i>(Describe)</i></p>
<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p><b><u>FISCAL PROGRAMS:</u></b>  <b>MOM &amp; POP GRANT PROGRAM:</b> UERTF's involvement in the Mom and Pop Grant Program was completed and transferred to the Office of Community and Economic Development for long-term administration purposes.   <b>HISTORICAL PRESERVATION PROGRAM:</b> Two projects in progress.   <b>SECTION 108 RLF:</b>          A. Meetings held - 2</p>	<p><input checked="" type="checkbox"/> <i>Strategic Plan</i>  <input checked="" type="checkbox"/> <i>Business Plan</i>  <input checked="" type="checkbox"/> <i>Budgeted Priorities</i>  <input checked="" type="checkbox"/> <i>Customer Service</i>  <input type="checkbox"/> <i>ECC Project</i>  <input type="checkbox"/> <i>Workforce Dev.</i>  <input type="checkbox"/> <i>Audit Response</i>  <input type="checkbox"/> <i>Other</i> _____  <i>(Describe)</i></p>

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**PERSONNEL SUMMARY**

***A. Filled/Vacancy Report***

NUMBER OF FULL-TIME POSITIONS*	Filled as of September 30 of Prior Year	Current Year Budget	Actual Number of Filled and Vacant positions at the end of each quarter							
			Quarter 1		Quarter 2		Quarter 3		Quarter 4	
			Filled	Vacant	Filled	Vacant	Filled	Vacant	Filled	Vacant
	6	7	6	1	6	1	5	2		

**Notes:**

***B. Key Vacancies***

Account Clerk  
Policy Coordinator

***C. Turnover Issues***

None

***D. Skill/Hiring Issues***

Transition issues currently under review by management.

***E. Part-time, Temporary and Seasonal Personnel***  
***(Including the number of temporaries long-term with the Department)***

1 Temporary Personnel (Receptionist)

***F. Other Issues***

None

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**FINANCIAL SUMMARY**

(All Dollars in Thousands)

	PRIOR YEAR  Actual	CURRENT FISCAL YEAR						
		Total Annual Budget	Quarter		Year-to-date			
			Budget	Actual	Budget	Actual	\$ Variance	% of Annual Budget
<b>Revenues</b>								
Carryover	1700	1602	0	0	1602	1035	(567)	65%
General Revenue	0	30	0	0	0	0	0	0%
Interest	20	10	2.5	3	7.5	13	5.5	130%
Stability Loan	45	22	5.5	2	16.5	4	(12.5)	24%
Interest Stability Loan Repayment	181	40	10	0	30	12	(18)	30%
<b>Total</b>	1946	1704	426	5	1656	1064	(592)	64%
<b>Expense*</b>								
Personnel	467	445	111.25	118	333.75	348	(14.25)	78%
Other Operating	420	1259	314.75	52	944.25	209	735.25	17%
Capital	17	0	0	0	0	1	(1)	
Mom & Pop Grant	7	0	0	0	0	0	0	0%
<b>Total</b>	911	1704	426	170	1275	558	720	33%

**Comments:** The Miami-Dade Housing Agency services the Stability Loan Fund and was unable to input the loan repayment and interest funds into the FAMIS system before the close of the quarter.

Equity in pooled cash (for proprietary funds only)Fund/ Subfund	Prior Year	Projected at Year-end as of			
		Qua rter 1	Quarter 2	Quarter 3	Quarter 4
<b>Total</b>					

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### ***STATEMENT OF PROJECTION AND OUTLOOK***

All expenditures for the coming quarter are projected to fall within the departments' established budget.

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**DEPARTMENT DIRECTOR REVIEW**

The Department Director has reviewed this report in its entirety and agrees with all information presented including the statement of projection and outlook.

\_\_\_\_\_  
Signature  
Department Director

Date\_\_\_\_\_